Colorado State Capitol

Volunteer Opportunities



▶ Become a **Telephone Receptionist** at the Capitol!

Job Purpose: Assist Visitor Services in hosting a quarter million annual visitors

Job Duties: Answer telephone calls and make reservations for school and other groups

Requirements: Interest in the Capitol, enthusiasm, willingness to learn and answer lots of questions

Time Commitment: A half day or full day shift on a weekday, Monday through Friday

Benefits include free parking, field trips, and making lots of friends



▶ Become an Ambassador at the Capitol!

Job Purpose: Assist Visitor Services in hosting a quarter million annual visitors **Job Duties:** Staff ambassador desk by main entrance; provide visitors with capitol information **Requirements:** Interest in the Capitol, enthusiasm, willingness to learn and answer lots of questions

Time Commitment: A half day or full day shift on a weekday, Monday through Friday **Benefits** include free parking, field trips, and making lots of friends

▶ Become an **Information Specialist** at the Capitol!

Job Purpose: Assist Visitor Services in hosting a quarter million annual visitors

Job Duties: Provide guests with information about Colorado historic and scenic venues, sell souvenirs **Requirements:** Interest in the Capitol, enthusiasm, willingness to learn and answer lots of questions

Time Commitment: A half day or full day shift on a weekday, Monday through Friday

Benefits include free parking, field trips, and making lots of friends



▶Become a **Tour Guide** at the Capitol!

Job Purpose: Assist Visitor Services in hosting a quarter million annual visitors

Job Duties: Lead tours for groups of various sizes throughout the three main floors of the Capitol **Requirements:** Interest in the Capitol, enthusiasm, willingness to learn and answer lots of questions

Time Commitment: A half day or full day shift on a weekday, Monday through Friday

Benefits include free parking, field trips, and making lots of friends